



JENNIFER M. GRANHOLM  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF EDUCATION  
LANSING



THOMAS D. WATKINS, JR.  
SUPERINTENDENT OF  
PUBLIC INSTRUCTION

October 3, 2003

**MEMORANDUM**

**TO:** Local and Intermediate School District Superintendents  
Public School Academy Directors  
State and Federal Program Directors

**FROM:** Linda Brown  
Acting Director, Office of Field Services

**SUBJECT:** *No Child Left Behind* Act of 2001 Update by the Office of Field Services

The Office of Field Services has scheduled regional workshops as shown on the attachment to provide updated information for implementation of the *No Child Left Behind* legislation. The workshops will include specific information on staff qualifications, required parent notifications, and consequences and mandated requirements for schools not making Adequate Yearly Progress (AYP). The office has updated several forms to assist districts in maintaining records for the programs included in this legislation. Each session will provide time for questions.

We encourage you to attend the session most convenient for your schedule. If you have any questions, please contact our office at 517-373-4588.

Attachment

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**Michigan Department of Education  
Office of Field Services**

**FALL 2003 WORKSHOPS**

**October 17, 2003**

**WAYNE RESA**

(Combined with the MAS/FPS Meeting)

9:00 a.m. – 12:00 p.m.

Annex Rooms 2 & 3

5454 Venoy

Wayne, MI 48184

Directions: 734-334-1300

**October 22, 2003**

**SAGINAW ISD TRANSITIONS CENTER**

9:00 a.m. – 12:00 p.m.

Rooms C-D-E

3860 Fashion Square Boulevard

Saginaw, MI 48603

Directions: 989-399-7473

**October 20, 2003**

**LAPEER TECH CENTER**

9:00 a.m. – 12:00 p.m.

Conference Room

690 Lake Pleasant Road

Attica, MI 48412

Directions: 810-664-1124

**October 23, 2003**

**DELTA-SCHOOLCRAFT ISD**

9:00 a.m. – 12:00 p.m. Eastern Time

Large Conference Room

2525 3<sup>rd</sup> Avenue South

Escanaba, MI 49829

Directions: 906-786-9300

**October 20, 2003**

**MACOMB ISD**

9:00 a.m. – 12:00 p.m.

Erie Room

44001 Garfield Road

Clinton Township, MI 48038

Directions: 586-228-3300

**October 24, 2003**

**TUSCOLA ISD**

9:00 a.m. – 12:00 p.m.

Technology Center Main Common Room

1401 Cleaver Road

Caro, MI 48723

Directions: 989-673-5300

**October 21, 2003**

**WINDING BROOK CONFERENCE CENTER**

9:00 a.m. – 12:00 p.m.

Room B

8240 S. Genuine Road

Shepherd, MI 48883

Directions: 989-828-6077

**October 30, 2003**

**GAYLORD SCHOOL DISTRICT ADMIN BUILDING**

9:00 a.m. – 12:00 p.m.

Alpine N Room

615 South Elm Street

Gaylord, MI 49735

Directions: 989-705-3080

**Michigan Department of Education  
Office of Field Services**

**FALL 2003 WORKSHOPS**

**October 30, 2003**

**MUSKEGON ISD**

9:00 a.m. – 12:00 p.m.  
Great Lakes Center Room  
630 Harvey Street  
Muskegon, MI 49442  
Directions: 231-777-2637

**November 5, 2003**

**KALAMAZOO RESA**

9:00 a.m. – 12:00 p.m.  
Conference Room  
1819 East Milham Avenue  
Portage, MI 49002  
Directions: 269-385-1577

**October 30, 2003**

**OAKLAND SCHOOLS**

9:00 a.m. – 12:00 p.m.  
Room 250  
2100 Pontiac Lake Road  
Waterford, MI 48328  
Directions: 248-209-2549

**December 3, 2003**

**MONROE ISD**

9:00 a.m. – 12:00 p.m.  
Bldg B, River Raisin Rooms 1 & 4  
1101 South Raisinville Road  
Monroe, MI 48161  
Directions: 734-242-5799

**October 31, 2003**

**TRAVERSE BAY AREA ISD**

9:00 a.m. – 12:00 p.m.  
Grand Traverse Rooms A & B  
1101 Red Drive  
Traverse City, MI 49696  
Directions: 231-922-6200

**December 4, 2003**

**JACKSON ISD**

9:00 a.m. – 12:00 p.m.  
Kratz Education Center, PD Room 123  
6700 Browns Lake Road  
Jackson, MI 49201  
Directions: 517-768-5200

**October 31, 2003**

**VAN BUREN ISD**

9:00 a.m. – 12:00 p.m.  
Elberta Room  
490 South Paw Paw Street  
Lawrence, MI 49064  
Directions: 269-674-8091

**December 5, 2003**

**WASHTENAW ISD**

9:00 a.m. – 12:00 p.m.  
Vogel A & B  
1819 South Wagner Road  
Ann Arbor, MI 48106  
Directions: 734-994-8100

**December 12, 2003**

**INGHAM ISD**

9:00 a.m. – 12:00 p.m.  
Thorburn Center Rooms A-B-C  
2630 West Howell Road  
Mason, MI 48854  
Directions: 517-676-1051